MISSION ORIENTATED BUSINESS INTEGRATED SERVICES (MOBIS)



TDB COMMUNICATIONS

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SERVICE DISABLED VETERAN-OWNED SMALL BUSINESS

| FSC/PSC Group | SIN | Recovery | Description | |
|------------------|-------|----------|--------------------------------|--|
| R499 | 874-1 | 874-1RC | Integrated Consulting Services | |
| R707 | 874-6 | 874-6RC | Acquisition Management Support | |

Contract Number: GS-10F-0230W

Period Covered by Contract: 21 June 2010 - 20 June 2020

Pricelist current through Modification # PO-0011, dated 21 June 2015

NAICS Code: 541611

Contacts for Contract Administration

Primary: Laird Simons, President, lsimons@tdbcommunications.com

On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order are available through GSA Advantage!, a menu-driven database system. The INTERNET address GSA Advantage! is: GSAAdvantage.gov.

FOR MORE INFORMATION ON ORDERING FROM FEDERAL SUPPLY SCHEDULES CLICK ON THE FSS SCHEDULES BUTTON AT HTTP://www.fss.gsa.gov.

General Services Administration – Authorized Federal Supply Schedule Pricelist

GENERAL SERVICES ADMINISTRATION AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICE LIST

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1b. LOWEST PRICED MODEL:

N/A

1c. LABOR CATEGORIES:

Acquisition Specialist

Functional Duties/Responsibilities: Assists with the acquisition of services, supplies and support items, in accordance with the Federal Acquisition Regulations (FAR) and other department acquisition regulations. Reviews user needs to become familiar with services or supplies to be acquired. Provides market research and documentation supporting the acquisition of services/supplies to be acquired and provides recommendation to the Government on the appropriate course of action. Prepares draft Request for Quotations (RFQ), or Request for Proposals (RFP) for the formal solicitation and evaluation of bids or offers. Issues RFQ or RFP after review and approval by the Government. Evaluates and analyzes bids and proposals and documents the summary of findings and prepares a recommendation to the Government. Participates in discussions with customers and prospective contractors in clarifying issues, terms and conditions or questionable matters in order to reach a satisfactory resolution. Documents discussions as part of the contract file. Works independently on assigned tasks, seeks consultation from Government as required.

Minimum Education Level: Bachelors or higher in Business or equivalent industry experience

Required Supplemental Certifications: None

Minimum Experience: At least two (2) years of experience providing similar support within contract acquisitions. Requires a comprehensive knowledge of the Federal acquisition. The individual must be able to assess and discuss procurement issues with a degree of expertise sufficient to form the basis of well-founded recommendations to the Government's Contracting Officer.

Substitution Methodology: With a Master's degree, 1 years' experience required, of which 1 year must be specialized. With a Ph. D, 1 years' experience required, of which 1 year must be specialized.

Administrative Technician

Functional Duties/Responsibilities: Provides administrative support in the following areas: calendar support, general clerical, property records, time reporting, obtaining office supplies, conference support, general clerical, and assistance with correspondence and briefing materials. [Administrative tasks are performed, not as overhead, but in direct support of client project related to business process improvement, reinvention or re-engineering efforts.]





Experience: Minimum one (1) year experience in administrative processes and services, to include use of standard office computer software applications.

Minimum Education: A.A or AS Degree, High School diploma, or GED. Two (2) years of experience in employment, trade school, vocational school, or military service in administrative support work may be substituted for the A.A./A.S. degree requirement.

Administrative Technician (Acquisition)

Functional Duties/Responsibilities: Provides administrative support in the following areas: calendar support, general clerical, property records, time reporting, obtaining office supplies, conference support, general clerical, and assistance with correspondence and briefing materials. Also prepares procurement-related documents in accordance with format and procedures that may be prescribed by the Federal Acquisition Regulation or customer agency regulations or procedures. (Administrative tasks are performed, not as overhead, but in direct support of client project related to business process improvement, reinvention or reengineering efforts.)

Experience: Minimum one (1) year of experience in administrative processes and services, to include use of standard office computer software applications.

Minimum Education: A.A or AS Degree. High School diploma, or GED. Two (2) years of experience in employment, trade school, vocational school, or military service in administrative support work may be substituted for the A.A./A.S. degree requirement.

Associate Management Consultant

Functional Duties/Responsibilities: Has knowledge in one or more aspects of plan or project integration related to business process improvement. This individual possesses broad knowledge in one or more specific areas and possesses specialized knowledge relevant to the assigned project. Capable of working with minimal supervision on specific tasks associated with the implementation of specific aspects of plan or project implementation.

Experience: Minimum three (3) years of experience related with the tasks in the customer's order.

Minimum Education: B.S./B.A. or equivalent experience. Two (2) years of experience is equivalent to one (1) year of education (i.e. eight (8) years of experience is equivalent to a Bachelor's degree).

Aviation Evaluation & Safety Specialist

Functional Duties/Responsibilities: Performs and reviews aviation program evaluations to determine compliance with applicable safety and quality management standards. When needed, coordinates with the Aviation Managers to develop or refine program processes and procedures. Advises managers on the optimal utilization of aircraft utilization for Interagency Incident Management Teams for wild land fire operations. Functions as a safety or technical expert on an Interagency Aviation Safety and Technical Assistance Team conducting on-site reviews of interagency heli-bases and aircraft facilities utilized for resource management and wild land fire activities.

Experience: At least two (2) years of experience providing similar support within the aviation with a working knowledge and understanding of Aviation Evaluation &





Support procedures as well as experience in applying appropriate exemptions to complex requests.

Minimum Education: Bachelors or higher in Business or equivalent industry experience

Required Supplemental Certifications: None

Substitution Methodology: With a Master's degree, 1 years' experience required, of which 1 year must be specialized. With a Ph. D, 1 years' experience required, of which 1 year must be specialized.

Aviation Support Specialist

Functional Duties/Responsibilities: Assists with sole source and/or competitive aircraft services procurements; aid sin developing the RFP and participating on Source Selection panels. Provides input/advise on specifications for contract modifications. In consultation with Aviation Programs Manager, develops Standard Operating Procedures. Advise on all aspects of Aviation Safety. Provide resolution and follow-up. Assists with contract modifications and contract administration. Develops and conducts annual Program Management Reviews (PMR). Develop strategies for long term planning of client aviation needs. Research, recommend, and implement new aviation technologies.

Experience: At least two (2) years of experience providing similar support within the aviation with a working knowledge and understanding of Aviation Evaluation & Support procedures as well as experience in applying appropriate exemptions to complex requests

Minimum Education: Bachelors or higher in Business or equivalent industry experience

Substitution Methodology: With a Master's degree, 1 years' experience required, of which 1 year must be specialized. With a Ph.D, 1 years' experience required, of which 1 year must be specialized.

Business Process Improvement Consultant

Functional Duties/Responsibilities: Creation of organizational process flows; identification, development and evaluation of process improvement opportunities; and creation of improvement plans for implementations. Formulates and defines systems scope and objectives based on both user needs and a good understanding of applicable business systems and industry requirements. Duties include activity and data modeling, development of system methods, and creating and assessing system performance measurements. Devises or modifies procedures to solve complex problems considering computer equipment capacity and limitations, operating time, and form of desired results.

Minimum Experience: At least five (5) years' experience applying process improvement and reengineering methodologies and principles necessary to conduct system modernization projects.

Minimum Education: Bachelors or higher in Business or equivalent industry experience

Required Supplemental Certifications: None

Substitution Methodology: With a Master's degree, 3 years' experience required, of which 1 year must be specialized. With a Ph. D, 2 years' experience required, of which 1 year must be specialized.





Consultant I

Functional Duties/Responsibilities: Has knowledge in one or more aspects of plan or project integration related to business process improvement. This individual possesses broad knowledge in one or more specific areas and possesses specialized knowledge relevant to the assigned project. Capable of working with regular supervision on specific tasks associated with the implementation of specific aspects of plan or project implementation.

Experience: Minimum two (2) years of experience related with the tasks in the customer's order.

Minimum Education: B.S./B.A. Two (2) years' experience is equivalent to one (1) year of education (i.e. eight (8)

Consultant II

Functional Duties/Responsibilities: Has knowledge in one or more aspects of plan or project integration related to business process improvement. This individual possesses broad knowledge in one or more specific areas and possesses specialized knowledge relevant to the assigned project. Capable of working with regular supervision on specific tasks associated with the implementation of specific aspects of plan or project implementation.

Experience: Minimum four (4) years of experience related with the tasks in the customer's order.

Minimum Education: B.S./B.A. Two (2) years' experience is equivalent to one (1) year of education (i.e. eight (8) years of experience is equivalent to a Bachelor's degree)

FOIA Project Manager

Functional Duties/Responsibilities: Responsible for managing team members, subject matter experts, and analysts in support of a Freedom Of Information Act (FOIA) organization. Serves as a subject matter expert in the areas of the Freedom of Information Act and Privacy Act, performing all functions relating to reviewing and processing the responsive record, to include redacting all portions of record that cannot be released to the requestor, identifying the correct exemptions used, and identifying documents or other items in a file that require special processing. Develops or modifies tools to create efficiencies in the FOIA process, including letter templates, tracking tools, and log files.

Experience: At least five (5) years of experience providing similar support within the defense arena with a working knowledge and understanding of FOIA and Privacy Act (PA) processing procedures as well as experience in applying appropriate exemptions to complex requests.

Minimum Education Level: Bachelors or higher in Business or equivalent industry experience

Required Supplemental Certifications: None

Substitution Methodology: With a Master's degree, 3 years' experience required, of which 1 year must be specialized. With a Ph. D, 2 years' experience required, of which 1 year must be specialized





FOIA Subject Matter Expert

Functional Duties/Responsibilities: Responsible for ensuring that released materials do not contain personal identifiers or directly or indirectly reveal trade secrets and other information exempted under the applicable statutes. Serves as a subject matter expert in the areas of Freedom of Information Act and Privacy Act, performing all functions relating to reviewing and processing the responsive record, to include redacting all portions of record that cannot be released to the requestor, identifying the correct exemptions used, and identifying documents or other items in a file that require special processing.

Experience: At least three (3) years of experience providing similar support within the defense arena with a working knowledge and understanding of FOIA and Privacy Act (PA) processing procedures as well as experience in applying appropriate exemptions to complex requests.

Minimum Education: Bachelors or higher in Business or equivalent industry experience

Required Supplemental Certifications: None

Substitution Methodology: With a Master's degree, 2 years' experience required, of which 1 year must be specialized. With a PhD, 1 years' experience required, of which 1 year must be specialized.

FOIA Team Leader

Functional Duties/Responsibilities: Responsible for managing a team of FOIA experts and administrative support to ensure that released materials do not contain personal identifiers or directly or indirectly reveal trade secrets and other information exempted under the applicable statutes. Oversees the performance of all functions relating to reviewing and processing the responsive record, to include redacting all portions of record that cannot be released to the requestor, identifying the correct exemptions used, and identifying documents or other items in a file that require special processing.

Experience: At least three (3) years of experience providing similar support within the defense arena with a working knowledge and understanding of FOIA and Privacy Act (PA) processing procedures as well as experience in applying appropriate exemptions to complex requests

Minimum Education: Bachelors or higher in Business or equivalent industry experience

Required Supplemental Certifications: None

Substitution Methodology: With a Master's degree, 2 years' experience required, of which 1 year must be specialized. With a Ph. D, 1 years' experience required, of which 1 year must be specialized.

Jr. Program Manager

Functional Duties/Responsibilities: Coordinates and monitors the scheduling, pricing, and technical performance of programs. Responsibilities include aiding in the negotiation of contracts and contractual changes and coordinating preparations of proposals, plans, specifications, and financial conditions of contracts. Develops solutions to program problems, and directs work of personnel assigned to program from various departments. Ensures projects are completed on time and within budget. Acts as advisor to program team regarding projects, tasks, and operations. Familiar with standard concepts, practices, and procedures of





project and resource management. Relies on extensive experience and judgment to plan and accomplish goals.

Experience: Requires a minimum of 7 years of experience.

Minimum Education Level: Bachelor's Degree in relevant Degree.

Required Supplemental Certifications: None

Substitution Methodology: With a Master's degree, 4 years' experience required, of which 2 years must be specialized. With a Ph. D, 2 years' experience required, of which 0 years must be specialized.

Management Consultant

Functional Duties/Responsibilities: Specialist that has broad knowledge in multiple aspects of planning and/or program integration related to business process improvement. This individual possesses broad knowledge in one or more relevant areas and may possess specialized knowledge in one or more areas. Capable of working alone, with little or no supervision or oversight, on specific tasks associated with the implementation of specific aspects of improving, reinventing or reengineering functions for a complex projects and is capable of providing limited guidance or supervision specialists in highly complex projects.

Experience: Minimum five (5) years of experience related with the tasks in the customer's order.

Minimum Education: B.S./B.A. Two (2) years of experience is equivalent to one (1) year of education (i.e. eight (8) years of experience is equivalent to a Bachelor's degree).

Program Manager

Functional Duties/Responsibilities: Coordinates and monitors the scheduling, pricing, and technical performance of programs. Responsibilities include aiding in the negotiation of contracts and contractual changes and coordinating preparations of proposals, plans, specifications, and financial conditions of contracts. Develops solutions to program problems, and directs work of personnel assigned to program from various departments. Ensures projects are completed on time and within budget. Acts as advisor to program team regarding projects, tasks, and operations. Familiar with standard concepts, practices, and procedures of project and resource management. Relies on extensive experience and judgment to plan and accomplish goals.

Experience: Requires a minimum of 10 years of experience. **Minimum Education:** Bachelors Degree in relevant Degree.

Required Supplemental Certifications: None

Substitution Methodology: With a Master's degree, 7 years' experience required, of which 5 years must be specialized. With a Ph. D, 5 years' experience required, of which 4 years must be specialized.

Reorganization Liasion

Functional Duties/Responsibilities: Work with senior leadership to analyze, define and develop business processes to facilitate reorganization activities. Establish benchmarks for measurable improvements. Ability to lead executives through transformation initiatives utilizing Program Management skills for goal achievement. Possesses knowledge of leading-edge business practices and develops overarching strategies as it applies to enterprise systems. Has experience across a broad range of disciplines including project management, system





architecture/engineering, quality assurance, programming, and systems integration. The SME leads multi-disciplined teams on process improvement and quality control issues.

Minimum Experience: Five (5) or more years' experience analyzing and/or modeling business processes in business transformation/reorganization efforts. Knowledge of and experience with leading software to guide transformations

Experience: Five (5) or more years' experience analyzing and/or modeling business processes in business transformation/reorganization efforts. Knowledge of and experience with leading software to guide transformations.

Minimum Education: Bachelors or higher in Business, Information Systems, Computer Science, or Engineering and/or equivalent industry experience.

Required Supplemental Certifications: None

Substitution Methodology: With a Master's degree, 3 years' experience required, of which 2 years must be specialized. With a Ph. D, 2 years' experience required, of which 1 year must be specialized.

Senior Acquisition Specialist

Functional Duties/Responsibilities: The Contractor shall provide support and assistance in essentially all non-inherently governmental areas of Federal Acquisition Regulation (FAR) based Federal procurement in which advanced or complex knowledge and expertise is required. Examples of tasks shall include: assemble or review new pre-procurement packages, actively participating in Integrated Solutions Teams; researching/assembling support documentation; making quality recommendations to the COTR, validating data; assess financial and contractual issues; document findings; provide input to reports; and assemble documents needed to advertise, solicit, construct, administer and /or closeout Government contract vehicles. Additional Required Knowledge and Skills - The Senior Acquisition Specialist shall clearly possess the ability to communicate effectively, both orally and in writing, with senior personnel. Ability to read and interpret Federal acquisition policy, regulations, and directives and to apply those interpretations fully and legally to all activities described in the SOW.

Experience: Eight (8) years of experience in conducting comprehensive acquisition support activities and previous major requirements support.

Minimum Educational: BS/BA with 24 semester hours among accounting, law, business, finance, contracts, purchasing, economics, industrial management, marketing, quantitative methods, and organization. Two (2) years of experience is equivalent to one (1) year of education (i.e. eight (8) years of experience is equivalent to a Bachelor's degree). Certifications: DAWIA Level III/Equivalency

Senior Consultant

Functional Duties/Responsibilities: Serves as Project Manager and provides lead specialty expertise for specific projects. Provides technical support in one or more specific areas associated with project execution, interoperability, or integration of tasks related to business process improvement, reinvention and re-engineering of client operations. Performs technical lead management responsibilities for technical areas of assigned projects. Works closely with group members to enhance team building, communication, interpersonal relations, meetings, and decision-making. Provides support for task teams involved in quality and process improvement projects. Responsible for liaison with client senior staff.





Experience: Minimum eight (8) years of experience including supervisory or management experience. Two (2) years of experience must be in project management duties. Specific experience areas include requirements definition: work planning, control of budget, schedule and task execution, and personnel management and supervision related with the tasks in the customer's order.

Minimum Education: M.S./M.A. or equivalent experience. Two (2) years of experience is equivalent to one (1) year of education (i.e. twelve (12) years of experience is equivalent to a Master's degree).

2. MAXIMUM ORDER:

The maximum dollar amount to be issued is \$1,000,000

3. MINIMUM ORDER:

The MINIMUM dollar amount to be issued is \$100

4. GEOGRAPHIC COVERAGE:

Domestic delivery is delivery within the 48 contiguous states, Alaska, Hawaii, Puerto Rico, Washington, DC, and U.S. Territories. Domestic delivery also includes a port or consolidation point, within the aforementioned areas, for orders received from overseas activities.

5. POINT OF PRODUCTION:

TDB Communications, Inc. 10901 West 84th Terrace Suite 105 Lenexa, KS 66214

6. DISCOUNTS:

Prices shown are NET Prices; Basic Discounts have been deducted.

7. QUANTITY DISCOUNTS:

None

8. PROMPT PAYMENTS DISCOUNTS:

None

9. NOTIFICATION THAT GOVERNMENT PURCHASE CARDS ARE ACCEPTED AT OR BELOW THE MICRO-PURCHASE THRESHOLD:

TDB Communications will accept Government purchase cards up to the micro-purchase threshold

9b. NOTIFICATION WHETHER GOVERNMENT PURCHASE CARDS ARE ACCEPTED OR NOT ACCEPTED ABOVE THE MICRO-PURCHASE THRESHOLD:

TDB Communications will accept Government purchase cards above the micropurchase threshold

10. FOREIGN ITEMS (LIST ITEMS BY COUNTRY OF ORIGIN):

None





11. TIME OF DELIVERY:

TDB Communications will adhere to the delivery schedule stipulated in each task order and/or task order amendment.

11b. EXPEDITED DELIVERY:

Please contact contractor

11c. OVERNIGHT AND 2-DAY DELIVERY:

Please contact contractor

11d. URGENT REQUIREMENTS:

When the Federal Supply Schedule contract delivery period does not meet the bona fide urgent delivery requirements of an ordering agency, agencies are encouraged, if time permits, to contact the Contractor for the purpose of obtaining accelerated delivery. The Contractor shall reply to the inquiry within 3 workdays after receipt. (Telephonic replies shall be confirmed by the Contractor in writing.) If the Contractor offers an accelerated delivery time acceptable to the ordering agency, any order(s) placed pursuant to the agreed upon accelerated delivery time frame shall be delivered within this shorter delivery time and in accordance with all other terms and conditions of the contract

12. F.O.B. POINT(S):

Destination

13. ORDERING ADDRESS(ES):

TDB Communications, Inc. 10901 West 84th Terrace Suite 105 Lenexa, KS 66214

13b. ORDERING PROCEDURES:

For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA's) are found in Federal Acquisition Regulation (FAR) 8.405-3

14. PAYMENT ADDRESS(ES):

TDB Communications, Inc. 10901 West 84th Terrace Suite 105 Lenexa, KS 66214

15. WARRANTY PROVISION:

Contractor's standard commercial warranty

16. EXPORT PACKING CHARGES, IF APPLICABLE:

Not Applicable

17. TERMS AND CONDITIONS OF GOVERNMENT PURCHASE CARD ACCEPTANCE (ANY THRESHOLDS ABOVE THE MICRO-PURCHASE LEVEL):

Please contact Contractor.





18. TERMS AND CONDITIONS OF RENTAL, MAINTENANCE, AND REPAIR (IF APPLICABLE):

Not Applicable

19. TERMS AND CONDITIONS OF INSTALLATION (IF APPLICABLE):

Not Applicable

20. TERMS AND CONDITIONS OF REPAIR PARTS INDICATING DATE OF PARTS PRICE LISTS AND ANY DISCOUNTS FROM LIST PRICES (IF APPLICABLE):

Not Applicable

20b. TERMS AND CONDITIONS FOR ANY OTHER SERVICES (IF APPLICABLE):

Not Applicable

21. LIST OF SERVICE AND DISTRIBUTION POINTS (IF APPLICABLE):

Not Applicable

22. LIST OF PARTICIPATING DEALERS (IF APPLICABLE):

Not Applicable

23. PREVENTIVE MAINTENANCE (IF APPLICABLE):

Not Applicable

24. ENVIRONMENTAL ATTRIBUTES, E.G., RECYCLED CONTENT, ENERGY EFFICIENCY, AND/OR REDUCED POLLUTANTS:

Not Applicable

24b. 508 COMPLIANCE:

Not Applicable

25. DATA UNIVERSAL NUMBER SYSTEM (DUNS) NUMBER:

848758400

26. NOTIFICATION REGARDING REGISTRATION IN SYSTEM AWARD MANAGEMENT (SAM) DATABASE FORMALLY CENTRAL CONTRACTOR REGISTRATION (CCR):

TDB Communications has registered with the SAM database.

27. RATES:

| SINS | CATEGORIES | GSA NET RATE |
|---------------|---|-----------------|
| 874-1 & 874 6 | Acquisition Specialist | 50.01 |
| 874-1 | Administrative Technician | 51.39 |
| 874-6 | Administrative Technician (Acquisition) | 51.39 |
| 874-1 & 874-6 | Associate Management Consultant | 102.50 |
| 874-1 & 874-6 | Aviation Evaluation & Safety Support Specialist | 59.25 |
| 874-1 & 874-6 | Aviation Support Specialist | 50.48 |
| 874-1 | Business Process Improvement Consultant | 79.80 |
| 874-1 & 874-6 | Consultant I | 74.03 |





| SINS | CATEGORIES | GSA NET RATE |
|---------------|-------------------------------|-----------------|
| 874-1 & 874-6 | Consultant II | 89.44 |
| 874-1 | FOIA Project Manager | 74.22 |
| 874-1 | FOIA Subject Matter Expert | 46.44 |
| 874-1 | FOIA Team Leader | 49.02 |
| 874-1 | Jr. Program Manager | 38.09 |
| 874-1 & 874-6 | Management Consultant | 150.00 |
| 874-1 | Program Manager | 57.91 |
| 874-1 | Reorganization Liaison | 32.71 |
| 874-1 & 874-6 | Senior Acquisition Specialist | 139.09 |
| 874-1 & 874-6 | Senior Consultant | 168.32 |

The Service Contract Act (SCA) is applicable to this contract as it applies to the entire 874: MOBIS Schedule and all services provided. While no specific labor categories have been identified as being subject to SCA due to exemptions for professional employees (FAR 22.1101, 22.1102 and 29 CFR 541.300), this contract still maintains the provisions and protections for SCA eligible labor categories. If and / or when the Contractor adds SCA labor categories / employees to the contract through the modification process, the Contractor must inform the Contracting Officer and establish a SCA matrix identifying the GSA labor category titles, the occupational code, SCA labor category titles and the applicable WD number. Failure to do so may result in cancellation of the contract.